

**TEXAS DEPARTMENT OF HEALTH  
NOTICE OF REQUEST FOR PROPOSALS (RFP)  
FOR ZOONOSIS CONTROL DIVISION'S SPAY/NEUTER PROJECT**

**INTRODUCTION**

The Texas Department of Health's (TDH), Zoonosis Control Division announces a Request for Proposal (RFP) for the sterilization of dogs and cats owned by the public. The RFP will be released on or about December 1, 2003.

**PURPOSE**

TDH, Zoonosis Control Division announces the expected availability of fiscal year 2005 state funds to provide grants for the sterilization of dogs and cats owned by the general public at no or minimal cost.

**PERIOD OF PROJECT**

It's expected that the contract will begin on or about September 1, 2004, and will be made for a twelve (12) month budget period within a project period of one (1) year.

**AVAILABLE FUNDS**

Approximately \$250,000.00 is expected to be available to fund the project(s). The specific dollar amount awarded to each applicant depends upon the merit and scope of the proposed project.

**ELIGIBLE APPLICANTS**

Eligible applicants include: a private or public animal shelter (releasing agency; an organization that is qualified as a charitable organization under Internal Revenue Code, §501(c)(3), that has animal welfare or sterilizing dogs and cats owned by the general public at minimal or no cost as its primary purpose; or a local nonprofit veterinary medical association that has an established program for sterilizing dogs and cats owned by the general public at minimal or no cost. If an applicant is currently debarred, suspended, or otherwise excluded or ineligible for participation in federal or state assistance programs, the applicant is ineligible to apply for funds under this RFP.

**SCHEDULE OF EVENTS**

Issuance of the RFP on or about:	December 1, 2003
Application Deadline on or about:	February 10, 2004
Award Notification By on or about:	May 1, 2004
Contract Start Date on or about:	September 1, 2004

**TO OBTAIN A COPY OF THE RFP**

All agencies that plan to submit an application are requested to submit a Letter of Intent, on their official letterhead, to Mrs. Janet Childers, Procurement and Contracting Services Division, Room T-502, Texas Department of Health, 1100 West 49<sup>th</sup> Street, Austin, Texas, 78756-3199. The deadline for submitting Letters of Intent is 5:00 P.M., C.S.T. on November 24, 2003. **NOTE:** Submitting a Letter of Intent does not commit the agency to submitting a proposal.

It is preferred that requests to obtain a copy of the RFP, scheduled for release on or about December 1, 2003, be downloaded from TDH's, Zoonosis Control Division's website at [www.tdh.state.tx.us/zoonosis/RESPPET/anifriend/anifrien.asp](http://www.tdh.state.tx.us/zoonosis/RESPPET/anifriend/anifrien.asp), or the Electronic State Business Daily (ESBD) website at <http://esbd.tbpc.state.tx.us>. Those organizations without Internet access may obtain a copy of the RFP by contacting their Regional Texas Department of Health Zoonosis Control Program.

**CONTACT PERSON**

All communications concerning the RFP shall be addressed in writing, by fax or by email to Mrs. Janet Childers, Procurement and Contracting Services Division, Room T-502, Texas Department of Health, 1100 West 49<sup>th</sup> Street, Austin, Texas, 78756-3199, Fax: (512) 458-7351, email: [janet.childers@tdh.state.tx.us](mailto:janet.childers@tdh.state.tx.us).